

2005-2007 IT PLAN Summary - Agency Budget Request

00414 SECURITIES DEPARTMENT

2005B0100414

AGENCY IT PLAN CONTACT DATA

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AGENCY TECHNOLOGY GOALS AND OBJECTIVES

Goals and Objectives:

Goals:

1. To improve infrastructure to enable staff to be more efficient and to utilize technology to improve customer service.

Objective(s):

1. One hundred percent four-year replacement cycle of department hardware
2. Maintain, Upgrade or update operating system software.
3. Maintain at a minimum the current level of telecommunication and data processing.
4. Maintain newly created MS Access 2000 windows based registration program.

No Major Activities Planned.

AGENCY IT OVERVIEW

Agency Mission Statement:

The North Dakota Securities Department exists to protect North Dakota investors.

To accomplish this we will:

1. Maintain the integrity of the marketplace for securities, franchises and commodities in North Dakota.
2. Exact high standards of those who seek to use the money of others.
3. Review sales practices of securities firms and salespeople.
4. Maintain investor confidence in our capitalistic economy.
5. Protect honest enterprise from dishonest competition.

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6. Assist in the formation of capital for business and economic development.
7. Provide public information and education about investment securities.

Agency Programs and Services:

The Securities Department administers and enforces North Dakota Century Code Chapters 10-04 (the Securities Act of 1951), 51-19 (the Franchise Investment Law), 51-23 (the Commodities Act), and 43-42-01 (the Pre-Need Funeral Service Contracts.).

The function of the office and its staff is to regulate the offer and sale of securities and franchises and the securities industry in North Dakota. The Department's jurisdiction encompasses virtually all securities and franchises offered and sold in North Dakota or to North Dakota residents. Statutes require registration of all securities and franchises offered for sale in North Dakota unless there is an applicable exemption. Statues require registration of all securities and franchise offered for sale in North Dakota unless there is an applicable exemption. Statutory exemptions cover situations where because of the nature of the security or franchise or the character of the transaction, registration is not deemed necessary in the public interest nor for the protection of investors.

All persons who propose to act as brokers, dealers, investment advisors, investment advisor representatives and agents for the sale of securities in North Dakota must be registered with the Department prior to engaging in such activities (with limited exemptions).

The Securities Department is responsible for investigation of alleged violations of the securities laws, and initiatives administrative and civil proceedings when deemed appropriate. The Department maintains a close working relationship and cooperates with various city, county, state, national and international law enforcement and regulatory agencies. Cases involving criminal violations are referred to the States Attorney of the various counties, the Attorney General, or the U.S. Attorney. In such instances, the Department generally provides ongoing investigative and prosecutorial assistance.

In conjunction with regulation and enforcement activities, the Securities Department is responsible for promoting investor education and for fostering the formation of capital by legitimate business enterprises.

Impact of Technology:

Tracking registration and enforcement information with the use of high speed Internet for market surveillance, investigation and communication with other regulatory and law enforcement agencies. The use of spreadsheet application for data analysis in financial investigations. Desk Publishing is used to formulate educational and public information. Outlook is used for the scheduling and contact management. Forms available on our web site have significantly decreased in our mailing cost.

Future Impact of Technology:

We recently changed from a DOS database program to an ITD EA (enterprise architecture) approved, written and administered MS Access 2000 program to maintain our registration functions. The new program maintenance has been higher than originally expected due in part to new program "bugs" yet to be worked out and to the flexibility the new program allows in making changes that will enable us to have more efficient customer service with improved turnaround and response time for registration functions and improve data management and statistical analysis.

Alignment with Statewide IT Plan

- A. State government should be customer focused.
 1. We provide on-line registration requirements for Broker Dealer and Investment Advisor firms, individuals securities offerings and Franchises.
 2. We provide on-line public and investor education resources
- B. State Government should be efficient.

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1. We use technology to improve staff efficiency with regard to registration, enforcement and investigation turnaround and respond time for industry and constituents.
- C. State government should be well managed.
 1. We have established a rational replacement cycle for current equipment. We make replacement versus upgrading based on cost effectiveness.
 2. We have instituted staff application software training.
 3. We are effectively using IT planning.
- D. State government should provide the leadership for developing a shared infrastructure.
 1. We employ technology to deliver investor education resources via the Internet and to produce more multimedia educational materials.
 2. We employ the Internet and other technology resources to provide better access to capital markets for legitimate businesses.

Accomplishments:

Completion of the registration program from dBase/Clipper Dos based system maintained by a private vendor to a single windows database system MS Access 2000 program written and maintained by the State Information Technology Department.

03-05 IT Plan included replacement of two workstations, these two workstations where upgraded at a cost savings that enabled us to purchase a small scanner and adobe software for our enforcement personnel.

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Version: 2005B0100414

Changes include; \$3136 decrease due toncreases in Data Processing; due to maintenance, upgrades and continuing development of ITD Microsoft Access Program. Installation and configuration of new equipment. Contractual services; for web site maintenance. Equipment: Replacement of desktop and laptop computers and printers. Decrease in Telephone due to increases in computer and cell phone communications. IT Optional budget expenditures include adding equipment and support for 1 additional FTE.

Number of Desktop Computers	3	Windows 98	0
Number of Desktop Computers planned to be replaced	3	Wndows NT	0
Aveage cost of Desktop Computer Replacements	1800	Windows 2000	0
Number of Laptop Computers	5	Windows XP	100
Number of Laptop Computers Planned to be replaced	5	Other	0
Aveage cost of Laptop Computer Replacements	4200		

Number of PC's by Region

1	2	3	4	5	6	7	8
8	0	0	0	0	0	8	0

Agency Technology Activities

Alignment with Statewide IT Plan

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Date: 11/29/2004

2005B0100414

Time: 3:56:02PM

		Current Appropriation	Budget Request	Optional Adjustments	Request Plus Optionals	Subsequent Biennium
30	OPERATING EXPENSES					
IT3002	IT-DATA PROCESSING	\$24,400	\$31,910	\$4,050	\$35,960	\$31,910
IT3003	IT TELEPHONE	\$14,000	\$14,000	\$2,100	\$16,100	\$14,000
IT3005	IT SOFTWARE/SUPPLIES	\$3,450	\$2,905	\$1,000	\$3,905	\$2,905
IT3008	IT CONTRACTUAL SVCS & REPAIRS	\$0	\$1,520	\$0	\$1,520	\$1,520
IT3038	IT EQUIPMENT UNDER \$5000	\$4,750	\$26,650	\$4,700	\$31,350	\$26,650
Total		\$46,600	\$76,985	\$11,850	\$88,835	\$76,985
Funding Source						
STATE GENERAL FUND			\$76,985	\$11,850	\$88,835	\$76,985
			\$76,985	\$11,850	\$88,835	\$76,985